

PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, April 25, 2011 at UW-Extension

Present: Bernie Erickson, Norb Dantine, Mike Fleck, Dan Haefs, Dave Kaster

Excused:

Also Present: Bill Hafs, Jim Jolly, Bill Bosiacki, Cathy Williquette, Brian Lamers.

I. Call Meeting to Order:

The meeting was called to order by Chairman Bernie Erickson at 6:55 p.m.

II. Approve/Modify Agenda:

Motion made by Supervisor Dantine, seconded by Supervisor Fleck to approve. **MOTION APPROVED UNANIMOUSLY**

III. Approve/Modify Minutes of March 28 2011:

Motion made by Supervisor Kaster, seconded by Supervisor Fleck to approve. **MOTION APPROVED UNANIMOUSLY**

Communications

- 2. Communications from Supervisor Dantine re: Have Brown County Highway look into wedging and chip sealing various County roads to extend the life of the highway system and possibly tour roads to see how chip sealing works. *Referred from April County Board.***

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to hold item #2 for a month. **MOTION APPROVED UNANIMOUSLY**

Register of Deeds

- 3. Budget Status Financial Reports for January, February and March, 2011.**

Register of Deeds Cathy Williquette stated her department was right on target and was about the same as last year.

Motion made by Supervisor Dantine, seconded by Supervisor Fleck to receive and place on file. **MOTION APPROVED UNANIMOUSLY**

- 4. Register of Deeds 2010 Annual Report.**

Williquette referred to 2010 Annual Report provided with the agenda and briefly highlighted items with the committee.

Supervisor Haefs questioned if Williquette was comfortable with her fee schedule, Williquette responded that fees were set by State Statute and over a year ago it was quite the battle to get the flat fee implemented which was over a year of going to Madison, etc.

and was for all the Counties. Their copy fee for real estate has been 2+1 since the 1970s and she felt there was room to move there. They would have to petition the legislator and get a bill that is set by statute. Williquette stated their office used to get the full fee for copies of birth, death and marriage certificates and then the State stepped in and they increased through the legislation of fees. It used to be \$4 for a birth certificate and now its \$20 and they get a share of that to implement their system down in Madison. She didn't feel there was any wiggle room there but felt the copy fees might be an interesting area to consider. She stated for years the Register of Deeds stated they all make more than what they spend so they should never raise fees but it's a different a different climate today. The flat fee for real estate was a real plus, so they should see an increase in the fees for 2011. She informed that they had received several condominium maps in and two subdivision maps. It's starting to pick up a little. The main money maker in their office is real estate. Erickson stated that Madison indicated that they weren't going to raise any fees this year so this probably is not a good year to petition to raise fees.

Motion made by Supervisor Fleck, seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

Highway

5. March 2011 Budget to Actual.

Lamers reported that approximately \$1,085,000 had been spent up until not from this last winter. With a budget of \$1,310,000, \$225,000 was left. Lamers reported that for the months of November and December in 2010 \$525,000 was spent, in 2009 - \$460,000 was spent, 2008 - \$778,000 was spent and, 2007 - \$582,000 was spent. In 2010 there was money left over which was rolled into 2011. He stated they may rely on using those funds if they go over this winter.

Motion made by Supervisor Fleck, seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

6. Resolution re: To Approve Gas line Easement on County Land.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY

7. Director's Report.

Lamers reported on the following:

Blank sheets were sent out for inventory for culverts that were discussed at the town meetings. Also, a blank sheet was sent out of what towns felt should be a good balance from there and an explanation of why they need that balance. The due date to get those back was May 23rd with the petition for the bridge funds for 2012 budget.

Further discussions ensued with regards to funding. Lamers questioned what the County wanted to do with the bridge fund. Executive Streckenbach stated on a systematic thing he didn't know if they should continue to fund something that isn't going to be used. He understood where the towns were coming from in making sure the funds were available, as long as a bridge meets requirements for the funding, by budgeting over the long haul. He felt that all made sense but as a county standpoint, as far as taxing the levy, he felt they

wouldn't want to match that if a municipality doesn't plan on using the funds for another 15-20 years when there is already a nice reserve built up. He felt the process that was taken place at the meeting as far as finding out the inventory at least they can take a better page as to what should be placed in that fund balance. Ideally each municipality will put in what they will be required and as they tap in to it they can replace it. As for the county, when budgets are put together, departments are able to figure out what they have and then go to the County Board to ask for additional capitol to approve the match. Lamers informed that since 1947 the county would ask what the towns wanted, and the county would match that as part of the budget. Streckenbach stated that he liked that they were planning for the future and saving money but at some point in time they have to say what is enough and what is an appropriate amount.

Haefs stated this committee took great pains to discuss the highways operations on how to make them more efficient. He felt that their operations were similar to the Department of Public Works (DPW) with the City of Green Bay and suggested they all look at contract signed with the DPW. Their Director had stated for once in his life he will be able to manage his department. Haefs felt it was one of the most significant things he had seen in 19 years. He felt that if the County had adopted this plan the County could have avoided many upcoming layoffs.

Motion made by Supervisor Haefs, seconded by Supervisor Fleck to receive and place on file.
MOTION APPROVED UNANIMOUSLY

Planning and Land Services

Planning Commission

8. Budget Status Financial Report for February and March, 2011.

Property Listing

9. Budget Status Financial Report for February and March, 2011.

Motion made by Supervisor Dantine, seconded by Supervisor Fleck to receive and place on file items 8 and 9. MOTION APPROVED UNANIMOUSLY

Zoning

10. Budget Status Financial Report for February and March, 2011.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

11. Private onsite wastewater treatment system pretreatment unit mandatory maintenance requirement letters.

Zoning Administrator Bill Bosiacki provided handouts (attached) re: Pretreatment Unit / Mandatory Maintenance Requirement "First Notice, Second Notice, Final Notice" and stated that this was a heads up to let the committee know that these letters will be sent out for the first time. Since 2000 the State changed the private sewage code to allow pre-treatment units and offered a downsizing credit for that. In 2008 they started seeing them online in Brown County. There are about 26 pre-treatment units out there right now. What this unit does is produce a higher quality of effluent than a standard septic tank effluent.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

12. Airport – Budget Status Financial Report for March, 2011.

Motion made by Supervisor Fleck, seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

Other

13. Audit of bills.

Motion made by Supervisor Fleck, seconded by Supervisor Dantine to pay the bills. MOTION APPROVED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Fleck to adjourn at 7:50 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

ZONING

Brown County



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

WILLIAM BOSIACKI

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning

ZONING ADMINISTRATOR

PRETREATMENT UNIT / MANDATORY MAINTENANCE REQUIREMENT
*****FIRST NOTICE*****

April 25, 2011

Internal Number:

Parcel Number:

Dear Mr. :

This letter is in regards to the private onsite wastewater treatment system (POWTS) located on your property at:

in the Town of Eaton.

Our records indicate that your POWTS has incorporated a pretreatment unit in its design. Based on the requirements for this unit, maintenance is due. If you have already completed this, please send this office that documentation along with the POWTS maintainer's signature and license number. If you have not completed the required maintenance, please refer to your service agreement and contact the individual listed.

If you have any questions or concerns, you may contact the Brown County Zoning Office. Thank you for your attention in this matter.

Please submit the necessary documentation within 30 days of receipt of this letter to:

Brown County Zoning
PO Box 23600
Green Bay WI 54305-3600



ZONING

Brown County



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

WILLIAM BOSIACKI

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning

ZONING ADMINISTRATOR

PRETREATMENT UNIT / MANDATORY MAINTENANCE REQUIREMENT
*****SECOND NOTICE*****

April 25, 2011

Internal Number:
Parcel Number:

Dear Mr. :

This letter is in regards to the private onsite wastewater treatment system (POWTS) located on your property at:

in the Town of Eaton.

Our records indicate that your POWTS has incorporated a pretreatment unit in its design. Based on the requirements for this unit, maintenance is due. If you have already completed this, please send this office that documentation along with the POWTS maintainer's signature and license number. If you have not completed the required maintenance, please refer to your service agreement and contact the individual listed.

If you have any questions or concerns, you may contact the Brown County Zoning Office. Thank you for your attention in this matter.

Please submit the necessary documentation within 30 days of receipt of this letter to:

Brown County Zoning
PO Box 23600
Green Bay WI 54305-3600



ZONING

Brown County



305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

WILLIAM BOSIACKI

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning

ZONING ADMINISTRATOR

PRETREATMENT UNIT / MANDATORY MAINTENANCE REQUIREMENT
*****FINAL NOTICE*****

April 25, 2011

Internal Number:
Parcel Number:

Dear Mr. _____ :

This letter is in regards to the private onsite wastewater treatment system (POWTS) located on your property at:

_____ in the Town of Eaton.

Our records indicate that your POWTS has incorporated a pretreatment unit in its design. Based on the requirements for this unit, maintenance is due. If you have already completed this, please send this office that documentation along with the POWTS maintainer's signature and license number. If you have not completed the required maintenance, please refer to your service agreement and contact the individual listed.

If you have any questions or concerns, you may contact the Brown County Zoning Office. Thank you for your attention in this matter.

Failure to have this inspection report completed and returned to this office within 30 days will necessitate legal action. Please remit to the following address:

**Brown County Zoning
PO Box 23600
Green Bay WI 54305-3600**

